

Teacher Change Request

Florida Statute 1003.3101 gives a parent the right to request his or her child be transferred to another classroom teacher based on (1) the teacher's out-of-field certification status or (2) personal preference. This statute does not give the parent the right to choose a specific classroom teacher.

Student Name: _____ School ID: _____ Grade Level: _____

Parent Name: _____ Signature: _____ Phone Number: _____

Reason for Request (check one):

_____ Teacher is out-of-field

_____ Personal Preference – Please explain in the space provided:

Conference Required – You will be contacted to schedule a conference.

Note - Consistent with school board rules and in accordance with state statute 101.28 (5) F.S., the Superintendent has designated the principal of the school as the final authority in the placement of students in programs or classes.



For office use only:

Date request received _____

Participants in the conference _____

Date of conference _____

Principal approved _____ Reassign student to _____

Parent notified (date) _____

Parent accepts/withdraws (circle one) the request.

Principal denies _____ Reason _____

Parent notified of the decision (date) _____